OPERATIONS MEMO

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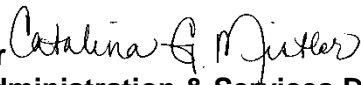
February 25, 2013   **GOM 2013-07**

TO: **Financial Aid Administrators**
                 High School Counselors

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SUBJECT: Reminder for Cal Grant GPA March 2 Deadline

This Grant Operations Memo reminds high schools and colleges of the upcoming March 2, 2013 Cal Grant filing deadline for the 2013-14 academic year and provides information on the reports available to assist them in identifying students with missing information.

Cal Grant GPA Reminder

Students applying for a 2013-14 Cal Grant must file a 2013-14 Free Application for Federal Student Aid (FAFSA) or a 2013-14 California Dream Act Application (CA Dream Application) by March 2, 2013. Please encourage students to file the FAFSA on the web at www.fafsa.ed.gov or the online CA Dream Application at www.caldreamact.org by March 2, 2013.

In addition to the FAFSA or the CA Dream Application, the California Student Aid Commission (Commission) must also receive a school certified Cal Grant Grade Point Average (GPA) by the March 2 deadline. The most direct method to submit GPA records to the Commission is by using WebGrants, the Commission's online information sharing system.   GPA records can be uploaded into WebGrants in batches or keyed individually.   Once the GPA record(s) are successfully received by the Commission, a confirmation of the GPA submission is provided by the system. If high schools or colleges experience problems with their WebGrants account, they can contact the Commission's Information Technology help desk at (888) 294-0148 for assistance.

Reports

High schools and colleges that have already submitted GPAs to the Commission can confirm that we have received their GPAs by accessing the "GPA Summary Report" located within the Data Transfer link in WebGrants. This report lists all GPA records received from your school and is a good resource to ensure that GPAs have been submitted for all students.

State of California
Edmund G. Brown Jr.
Governor

California Student Aid Commission, Program Administration & Services Division
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Under the processed FAFSA section of the GPA summary report, the "No EFC" statement indicates that the student's FAFSA application is incomplete and requires additional actions. One of the most common incomplete application reasons is the missing parent signature. It is imperative that students have a complete FAFSA application for Cal Grant consideration. We encourage you to use this list to assist students in completing their application.

The Commission also has a "FAFSA (No GPA)" report available to high schools which identifies the students who have completed a 2013 FAFSA but the Commission has not received their GPA. The "FAFSA (No GPA)" report will assist high school administrators to identify those students who may have been missed during an earlier GPA submission. This report is also available within the Data Transfer link in WebGrants.

Student Notifications

The Commission has notified those students who appear on the "FAFSA (No GPA)" report, reminding them that a verified GPA is required to complete their Cal Grant application. These notifications occur weekly until the March 2 deadline. A letter is mailed to students without an email address.

Non-SSN GPA Process

High schools may also choose to submit GPA records using the Non-SSN GPA upload process. High schools that have already submitted Non-SSN GPAs should continue to review the reports and follow-up with students accordingly.

We encourage all high school and college administrators to use the WebGrants reports to help students complete their applications to meet the Cal Grant deadline and qualify for a 2013-14 Cal Grant.

If you have questions regarding any of the information provided in this memo, please contact our School Support Services staff at schoolsupport@csac.ca.gov or at (888) 294-0153.

Working together to effectively promote education beyond high school!